

## **Notice for Professional Services**

The City and County of Honolulu's Department of Parks and Recreation is seeking a qualified consultant (GS-193 Archeology) to provide professional services for Kualoa Regional Park.

Specifically, the following are professional services required from consultant:

1. Curation and monitoring and cataloging of archaeological collection at Kualoa Regional Park.
2. Treatment of inadvertent discoveries of ancient Hawaiian remains and artifacts found at Kualoa Regional Park.
3. Conduct tours, lectures, staff training and provide consulting services to Kualoa Regional Park staff.
4. Make recommendations and expertise in the Master Planning process at Kualoa Regional Park.
5. Assist in improving current curation system.

Any organization that is interested in being considered in providing these services should submit Statements of Qualifications that include the following:

1. The name of the firm or person, the principal place of business, and the location of all its offices;
2. The age of the firm and its average number of employees over the past years;
3. The education, training, and qualifications of key members of the firm;
4. The names and phone numbers of up to five clients who may be contacted, including at least two for whom services were rendered during the preceding year;
5. Any promotional or descriptive literature that the firm desires to submit.

Consultants will be evaluated on the following criteria in descending order of importance:

1. Experience and professional qualifications relevant to the project type;

2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies;
3. Capacity to accomplish the work in the required time; and
4. Any additional criteria determined in writing by the selection committee to be relevant to the purchasing agency's needs or necessary and appropriate to ensure full, open, and fair competition for professional services contracts.

Statements of Qualifications from interested firms shall be submitted with one (1) original, two (2) paper copies and one (1) electronic copy by March 16, 2012; no later than 4:30 p.m., Hawaii Standard Time, to:

Department of Parks and Recreation  
1000 Uluohia Street, Suite 309  
Kapolei, Hawaii 96707  
Attn: Iris Fukunaga

Any inquiry regarding the project should be directed to Ms. Iris Fukunaga, Kualoa Regional Park Manager, at e-mail address [ifukunaga@honolulu.gov](mailto:ifukunaga@honolulu.gov).



WENDY K. IMAMURA  
Purchasing Administrator *em*  
City and County of Honolulu

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